

President Reichart convened the public meeting of Hanover Borough Council on Wednesday, September 23, 2020 at 7:00 PM in the Hanover Borough Council Chamber, 44 Frederick Street, Hanover, PA, as advertised. The meeting was conducted in person and via Zoom Webinar with video presentation.

PRELIMINARY MATTERS & OFFICERS' REPORTS

President Reichart called the regular business of the meeting to order and asked all those in attendance to recite the Pledge of Allegiance followed by a moment of silence.

On roll call the following answered as present: Mr. Chesney, Mrs. Funk, Mr. Hegberg, Mr. Hoover, Mr. Lockard, Mr. Reichart, Mr. Roland (*connected virtually*), and Dr. Rupp; Mayor Whitman; Solicitor Shultis; Manager Dunford and Secretary Felix. Mr. Arter & Ms. Pranses were absent.

It was moved by Mr. Lockard, seconded by Mrs. Funk to approve the following items on the Consent Agenda:

- a. Approve the minutes of the Council Meeting held August 26, 2020, and all of the actions taken by Council at that meeting, including by not limited to all votes taken at the meeting.
- b. Finance
 - i. Approve Bills for Payment
 - ii. Accept Monthly Financial Statement
 - iii. Accept Monthly Investment Report
- c. Approve Revised Main Street Events PA *with all applicable charges and insurance certificate submitted*:
 - i. Sept. 25 Fall Friday - Bank Lane Closure 3pm-10pm
 - ii. Oct. 2 Food Truck Friday in the Park - Wirt Park/lot/electric 3pm-7pm
 - iii. Oct. 9 Spooky Spirits Pop Up Sip & Stroll - Bank Lane Closure 3pm-10pm
 - iv. Oct. 16 Fall Friday - Bank Lane Closure 3pm-10pm
 - v. Oct. 23 Halloween Scavenger Hunt - Bank Lane Closure 3pm-10pm
 - vi. Oct. 30 Fall Friday - Bank Lane Closure 3pm-10pm
 - vii. Dec 12 Holiday Stroll - Bank Lane Closure 11am-10pm
- d. Approve Special Event Application
 - i. Prayer in the Park – Use of Wirt Park & electric on 9-26-20 from 8:30 AM to 11:00 AM, submitted by Harvest Chapel, 6947 York Road, Hanover, PA *with all applicable charges and insurance certificate submitted*
- e. Approve support letters from Hanover Borough Council to Rep. Klunk & Sen. Mastriano for House bill 531 and Senate Bill 705 regarding Solar Energy Legislation.
- f. Approve 2021 Minimum Municipal Obligation - Pension Plans
 - i. Police \$688,770
 - ii. Fire \$314,968
 - iii. Non-Uniform \$482,575
- g. Appoint Brett Hoffacker, 300 Orchard Drive, Hanover, PA to fulfill a vacancy on the Library Board of Governors Financial Commission.
- h. Accept Reports
 - i. Report of the Mayor
 - ii. Report of the Fire Chief
 - iii. Reports of the Borough Manager & Department Heads

Mr. Roland commented he would like to clarify that in the Council minutes of August 26, 2020, Mrs. Funk did not intend to second the motion to approve the establishment of the Human Rights Commission; Mrs. Funk clarified her intention was only to move the matter forward for a vote, as she was not in favor of this motion.

Motion carried.

PUBLIC COMMENT: None was presented.

REPORTS AND RECOMMENDATIONS OF THE STANDING COMMITTEES

Council Workshop/Finance & Personnel Committee – Dr. Rupp

It was moved by Dr. Rupp, seconded by Mr. Hoover to approve Resolution No. 1295 to set compensation for a Library Facilities Manager at a rate of \$18.00 per hour.

Mr. Roland commented that given the current financial situation we should be cautious of hiring any new positions.

Dr. Rupp agreed with Mr. Roland but felt that there is also the question of quality and efficiency in a building that needs a lot of help.

Mr. Hegberg would like to table the matter to next month, since there will be a bigger conversation about the library as a whole and what the overall plan looks like, before hiring anyone.

Mr. Roland stated he agreed with Mr. Hegberg.

Mr. Reichart clarified that Mr. Hegberg made the motion to table the approval of the resolution to set compensation for a Library Facilities Manager until the following month, and the motion was seconded by Mr. Roland. This is the current motion on the table for vote.

Secretary Felix stated that this position is to replace the current contract with Coverall for janitorial services and this person will perform the janitorial services as well as handyman duties.

Manager Dunford clarified that this is a position that was approved in the 2020 budget; but a person could not be found to fill the position, so a temp was hired to manage the contractors working on the building and to take care of the janitorial services for the building. When there were concerns about filling this position, staff verified that the Coverall contract could be cancelled. This hiring will save us approximately \$20,000 annually.

Mrs. Funk noted that some of the reason for this request was that the current janitorial contractor was not performing acceptably. She asks that the problem be worked out with the current contractor before moving onto hiring this person.

Mrs. Dunford noted that the Coverall contract will be cancelled upon hiring this individual. We are currently paying \$23.00 to the temp agency for this person; if we hire him on, we will pay \$18.00.

Mr. Reichart asked for a vote for the current motion to table which was made by Mr. Hegberg and seconded by Mr. Roland: Mrs. Funk Mr. Hegberg, Mr. Lockard, Mr. Reichart and Mr. Roland voted in favor of tabling the motion. Mr. Chesney, Mr. Hoover and Dr. Rupp voted in opposition to tabling the motion. The motion to table the approval of the resolution to set compensation for a Library Facilities Manager until the following month was approved with 5 voting in favor of the motion and 3 voting in opposition to the motion. Motion carried.

President Reichart clarified the matter will be tabled until the October 21, 2020 Council Workshop/Finance & Personnel meeting for further discussion.

It was moved by Dr. Rupp, seconded by Mr. Chesney to approve a salary increase for the interim Library Director from \$55,000 to \$56,000 annual rate, effective September 18, 2020 with no longevity for the interim appointment. Mr. Roland commented he was not in favor of a salary increase due to the current financial situation. Mr. Roland and Mrs. Funk voted against the motion. Motion carried.

It was moved by Dr. Rupp, seconded by Mr. Hoover to designate Trick or Treat night in Hanover Borough for Tuesday, October, 27, 2020 from 6:00 PM to 8:00 PM. Those wishing to participate should turn on their porchlights. Participants are advised to follow CDC guidelines. Same will be posted on the website with a link to the guidelines from the CDC for Halloween events. Motion carried.

It was moved by Dr. Rupp, seconded by Mrs. Funk to approve Resolution No. 1296 entitled "A RESOLUTION OF THE BOROUGH OF HANOVER ADOPTING RULES REGARDING PUBLIC MEETINGS." Motion carried.

REPORTS AND RECOMMENDATIONS OF THE STANDING COMMITTEES, continued

Public Safety Committee – Mrs. Funk

Consideration of a motion adopting Ordinance No. 2303 entitled AN ORDINANCE AMENDING ORDINANCE NO. 685 ENTITLED, 'AN ORDINANCE REGULATING TRAFFIC IN AND CERTAIN USES OF THE HIGHWAYS OF THE BOROUGH OF HANOVER, AS SET FORTH IN CHAPTER 346 OF THE CODE OF ORDINANCES OF THE BOROUGH OF HANOVER.'" Said Ordinance prohibits parking 150' west of the Public Works Recycling Yard gate and 50' east of said gate to improve sight distance and clearance issues. On roll call, the following voted in favor of the motion: Mr. Chesney, Mrs. Funk, Mr. Hegberg, Mr. Hoover, Mr. Lockard, Mr. Reichart, Mr. Roland and Dr. Rupp. Motion carried.

Planning Items – Mr. Hegberg

It was moved by Mr. Hegberg, seconded by Mr. Chesney to authorize the Solicitor to prepare a deed of dedication and easement agreement for the stormwater conveyance facilities and to prepare a revised deed of dedication for the water lines from the Northpointe Property Owners' Association to the Borough of Hanover, along with the associated Resolution for action at the October 28, 2020 Borough Council meeting. Motion carried.

It was moved by Mr. Hegberg, seconded by Mrs. Funk to authorize the Solicitor to work with Borough Staff to prepare and advertise an ordinance for replacement of the current Peddler's Ordinance with an updated Transient Retail Ordinance to be placed on the October 28, 2020 Council agenda for action. Motion carried.

It was moved by Mr. Hegberg, seconded by Mr. Chesney to authorize the Solicitor to work with Borough Staff to prepare and advertise for the adoption of an ordinance to update the current property maintenance code to the 2015 International Property Maintenance Code, to be placed on the October 28, 2020 Council agenda for action.

Mr. Roland asked for a copy of the entire document for 2015 document, to verify there are no discrepancies that need to be brought to Council's attention before approval. He is wary about placing the item on the October Council agenda, until there is time to do a gap analysis.

Mr. Mains stated the Department of Planning & Engineering has prepared a document that is in tonight's packet outlining the changes from the 2012 code to the 2015 code. His concern is that as the department looks to updating the codes to a cloud-based program that the company needs to base our information on the current adopted codes that we currently have in place. Mr. Roland deferred to Mr. Mains analysis, and apologized that he has not read the document. Solicitor Shultis noted that there are costs for advertising, so if the code is not adopted, and it is advertised for the October meeting, it will have to be readvertised.

Mr. Reichart asked for a vote on the motion on the table to authorize the Solicitor to work with Borough Staff to prepare and advertise for the adoption of an ordinance to update the current property maintenance code to the 2015 International Property Maintenance Code, to be placed on the October 28, 2020 Council agenda for action. There were no votes in opposition to the motion. Motion carried.

Water & Sewer Committee – Mr. Hegberg

It was moved by Mr. Hegberg, seconded by Mrs. Funk to approve an additional \$2,491.75 to the \$10,572.00 CHRS subcontract with Gannett Fleming for additional work required by the PA State Historic Preservation Office for a Historic Resources Survey required for the Shepherd Myers Dam Project. *(The additional work is required because the dam is eligible for listing on the National Register of Historic places and therefore the PA SHPO / PHMC requires that additional land at the dam with historic significance also be a subject of the Historic Resources Survey. The additional cost will be borne by the Water Fund and paid through Gannett Fleming to a subcontractor with no additional charge from Gannett Fleming.)* Motion carried.

It was moved by Mr. Hegberg, seconded by Mrs. Funk to authorize staff to work with bond counsel and finance team for preparation of bond issuance ordinance for October Council meeting for up to \$9.4 million in bonds for water infrastructure projects, including rehabilitation of the Sheppard-Myers and Kitzmiller Dams. Motion carried.

REPORTS AND RECOMMENDATIONS OF THE STANDING COMMITTEES, continued

Water & Sewer Committee – Mr. Hegberg

It was moved by Mr. Hegberg, seconded by Mr. Chesney to approve a change order in the amount of \$6,154.19 to the 2020 Water System Improvements Project to cover necessary design and piping modifications based on encountered field conditions. Motion carried.

MAYOR'S REPORT - Mayor Whitman reported the following:

August 6th: Performed swearing in of Hanover Public School crossing guards with Chief Martin who went over basic safety procedures and answered questions.

August 24th: Attended Thrive Ministries Ribbon Cutting Ceremony of their new facility. Thrive Ministries helps women and their children escape domestic abuse and supports them to begin new lives and "thrive."

August 26th: Continued monthly update call for local COVID-19 Task Force.

August 28th: Attended Hanover VFW Post 2506 to welcome Ronald Peters, the new Pennsylvania State VFW Commander for 2020-2021 during his visit to Hanover. Thank you to local post manager Brian Couse for his hospitality and to all the veterans who have served our country.

August 29th: Visited the Hanover Market House and assisted with voter registration of all parties.

Throughout the month she answered phone calls and emails pertaining to protests, rallies, weeds, benches downtown, unsightly properties, citizens' issues with Council zoom meetings, the rail trail, and volunteer opportunities.

President Reichart thanked Mayor Whitman for her report.

OTHER MATTERS

New Business

Mrs. Funk asked for employee job descriptions and evaluations to be completed in the near future; she would like a Council discussion on this issue.

Mr. Roland added that he would like this effort to be completed by the end of the year for the department heads.

Manager Dunford stated that she has included this item under her goals for the October agenda.

Public Comment - None was presented.

Executive Session

7:45 PM: It was moved by Mr. Lockard, seconded by Mr. Hoover to temporarily adjourn the meeting to an executive session pursuant to Section 708(a)(1) of the Sunshine Act. Motion carried.


The executive session ended, and the regular meeting reconvened at 8:05 PM.

ADJOURNMENT

President Reichart thanked all for their cooperation and attendance this evening.

It was moved by Dr. Rupp, seconded by Mr. Roland to adjourn the meeting at 8:05 PM. Motion carried.

Respectfully submitted,


Dorothy C. Felix
Borough Secretary

NO. 2303
AN ORDINANCE

AN ORDINANCE AMENDING ORDINANCE NO. 685 ENTITLED, "AN ORDINANCE REGULATING TRAFFIC IN AND CERTAIN USES OF THE HIGHWAYS OF THE BOROUGH OF HANOVER, AS SET FORTH IN CHAPTER 346 OF THE CODE OF ORDINANCES OF THE BOROUGH OF HANOVER."

BE IT ENACTED AND ORDAINED by the Council of the Borough of Hanover, York County, Pennsylvania, and it is hereby enacted and ordained by the authority of the same as follows:

SECTION 1: That Ordinance No. 685 entitled "An Ordinance Regulating Traffic In and Certain Uses of the Highways of The Borough of Hanover" is hereby amended.

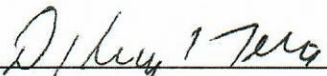
SECTION 2: That Section 346-1, Paragraph C of the Code of Ordinances of the Borough of Hanover entitled "*Streets and Alleys in which Parking is Restricted. Parking is restricted in the following streets and alleys in the manner hereinafter provides*" is amended with the addition of the following designated no parking area:


"On the 100 block of North Street, one hundred fifty (150') westwardly from the Hanover Borough Public Works Recycling Yard gate and 50' eastwardly of said gate."

ENACTED AND ORDAINED this 23rd day of September, 2020.

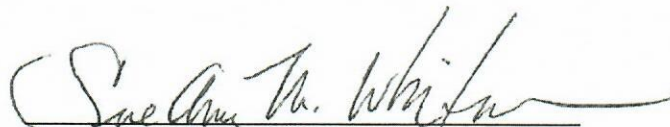
ATTEST:

BOROUGH COUNCIL OF THE
BOROUGH OF HANOVER


Secretary

By: 
Council President

APPROVED this 23rd day of September, 2020.


Mayor